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TRANSMITTAL SLIP		DATE
TO:		
ROOM NO.	BUILDING	
REMARKS:		
EXA <u>C 6</u> 11 DEC 1987		
DDA/Registry (File)		
FROM:		
ROOM NO.	BUILDING	EXTENSION

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87-2648 y

~~CONFIDENTIAL~~

10 December 1987

MEMORANDUM FOR: William M. Baker  
Director, Public Affairs Office

FROM: [REDACTED]  
Administrative Officer, DCI

25X1

SUBJECT: VIP Parking

REFERENCE: D/PAO Memorandum to D/OL dated 20 November 1987,  
same subject

1. Per referenced request, North lot row F reserved parking space number [REDACTED] has been temporarily assigned to the Public Affairs Office at Ames Building. VIP parking permits are only issued to individual employees encumbering an approved SIS position and parking in the VIP lot is limited to three hours.

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2. The North lot reserved parking permit issued to your office will allow easy and quick access to the Headquarters building via the Northeast entrance, which is open 24 hours a day and there are no time restrictions in a reserved space. Please insure that the PAO employees who use this parking space read the instructions on the front and back of the permit.

3. In the event that [REDACTED] and staff are reassigned to the Headquarters building, the parking permit must be returned to DCI/Logistics and additional parking spaces will be provided to PAO at that time based on positions and equitable distribution within the DCI area allocation.

25X1

cc: EXA/DDA

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45-13

**Page Denied**



EXA/

Deputy Director  
for Administration

DDA 87-2503  
24 November 1987

NOTE FOR:

OL/FMD/Parking Office

STAT

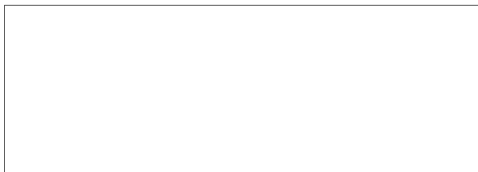
SUBJECT: VIP Parking



STAT

Per our phone conversation, I am forwarding this request to you. Please advise me of your policy and practice in regard to this request.

Anything that you can do in terms of providing reserved parking close to the building would be helpful.



STAT

Att:

Memo to D/OL from D/PAO  
dated 20 November 1987

20 November 1987

MEMORANDUM FOR: Director of Logistics

VIA: Deputy Director for Administration

FROM: William M. Baker  
Director, Public Affairs Office

SUBJECT: VIP Parking

1. I request a VIP parking pass for the Public Affairs Office at Ames to be shared by three officers with GS-15 level responsibilities. One of these officers is the Director's new speechwriter, [redacted] who joined us just over a week ago. Her arrival raised anew for us the problems of a split office, especially one that works in such direct support of the DCI. [redacted] will need easy and quick access to the Headquarters Building to fulfill her responsibilities. She will have to be here frequently for discussions with senior officers and for research. At times, minutes will make a difference when late changes are needed in a speech for the Director or the Director calls for her on short notice.

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2. The other two officers who would occasionally share this parking privilege are [redacted] who primarily provide briefings at Headquarters [redacted]. The rest of their briefing schedule can take them from NSA, the Pentagon, the Defense Intelligence College, Chamber of Commerce to a variety of military bases and government offices in the area. Sometimes with as many as four briefings in a day the logistics of getting to all on time can pose real problems. The pass would ease their burden in honoring their commitments at Headquarters on such occasions.

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3. With the Director's speaking schedule showing nearly half a dozen events for December and several for January already, I would appreciate some help in this area as soon as possible.

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